

CITY OF GAHANNA  
**PARKS AND RECREATION BOARD**  
**MINUTES – December 6, 2006**

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**CALL TO ORDER:**

Chair Luke Messinger called the Meeting of the Parks and Recreation Board to order on Wednesday, January 17, 2007 at 7:11 p.m. at the Gahanna Senior Center.

**ROLL CALL:**

**Present:** Diane Cantrell  
Marlene Eader  
Luke Messinger  
Dot Micacchion  
Eric Miller  
Vincent Tremante

**Absent:** Dave Thom

In attendance from the City Administration were: Tony Collins, Director of Parks and Recreation, Troy Euton, Deputy Director of Parks and Recreation, Mike Musser, Recreation Superintendent and Abbey Brooks, Recreation Supervisor.

**APPROVAL OF MINUTES:**

Micacchion made a **MOTION** to approve the December 6, 2006 Minutes; seconded by Tremante. **On roll call vote:** Messinger, Yes, Micacchion, Yes, Miller, Yes, Tremante, Yes, Cantrell, Yes, and Eader, Yes. **The motion carried 6-0. The December 6, 2006 minutes are approved, as submitted.**

**ADDITIONS TO AGENDA**

New Business: LINK Program, McCorkle Park recommendation and a Fee Waiver Report.

**APPROVAL OF AGENDA:**

Eader made a **MOTION** to approve the agenda as revised; seconded by Miller. **On roll call vote:** Micacchion, Yes, Miller, Yes, Tremante, Yes, Cantrell, Yes, Eader, Yes and Messinger, Yes. **The motion carried 6-0.**

**VISITORS IN ATTENDANCE:**

Lynne Vermillion

**HEARING OF VISITORS:**

Lynn Vermillion – 647 Ridenour Road, Gahanna thanked the Board for posting the minutes on the Web Site. She would like to see the date and place of meetings on the

Web Site. Vermillion distributed the Pooch Playground, January Newsletter and discussed the classes the Pooch Playground offers. One of which is Dog-ese for Kids, what are our dogs saying to us? Learn how dogs speak and what they are saying.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

Musser introduced Chris Skovron a senior at Gahanna Lincoln High School, who participated in the Gahanna Lincoln High School LINC program, a program that provides students an opportunity to intern at the City in exchange for a college scholarship. Through the program Skovron worked for 140 hours at the Parks & Recreation office learning how the department operates. Skovron thanked the Board, the Department of Parks & Recreation and the City of Gahanna for their support of the LINC program.

**Ohio Parks and Reaction Association (OPRA) Award**

Musser announced that due to his dedication and hard work, Chris Skovron will receive the OPRA Outstanding Youth Leadership Award for youth ages 12 – 18, from the State of Ohio on February 7, 2007 at the OPRA Annual Conference in Cleveland.

Mayor Stinchcomb presented Chris Skovron with a proclamation declaring January 17, 2007 as Chris Skovron day. In honor of his Superior award from the OPRA for his many contributions to the Gahanna Department of Park & Recreation and his dedication to the community.

**Excellence Awards**

Musser stated that the Department submitted five awards to OPRA. The Department will receive two Superiors, two Meritorious and one Honorable Mention awards at the Annual OPRA Conference on February 7, 2007 in Cleveland. Outstanding Youth Leadership – Chris Skovron and Senior Programs & Events – the Senior Center's Dancing with the Stars will both receive Superior Awards. Park Area Development – Friendship Park Re-Development and Natural Resource Management Award – Natural Resource Awareness Week will both receive Meritorious Awards. Youth Programs & Events ages 6-11 – Camp Friendship will receive an Honorable Mention Award.

On behalf of the entire Board Messinger congratulated the Department on the awards.

**Youth Council Proposal**

Youth Council proposed an application for a member of Youth Council to have a Representative attend the Parks & Recreation Board Meetings.

Collins stated that the person would be a non-voting Representative of the Board.

Brooks explained there is a process to applying for the position. Youth Council would interview the potential Representative and make a recommendation to the Parks & Recreation Board.

Micacchion requested that the Youth Council be added to the agenda in February.

### **Camp Scholarship Proposal**

Brooks discussed the Camp Scholarship Program. The Department of Parks & Recreation received \$5,000 from the Gahanna Area Fund for programs this year. The scholarship program will allow 45 children the ability to attend Camp Friendship at a reduced rate. Scholarships may be awarded to those families using the free/reduced lunch program during the school year. Families receiving reduced lunch may receive scholarships totaling 50% of the cost of the program and families receiving free lunches may receive 75% of the cost of the program. The families will be limited to two weeks per year, per child.

Eader suggested adding to the Camp Friendship Registration form information on how someone can donate to the Camp Friendship Scholarship Fund.

Cantrell expressed concern on how it will be determine who will receive the scholarships. Brooks stated that it is first come, first serve; the Department will date and time stamp each application as they come in.

Brooks explained that Youth Council is working on raising funds for the Scholarship Fund. Collins explained that one of the goals of the Foundation Board is to contribute towards the Scholarship Fund.

Messinger requested that the application state that the application must be complete when turned in.

Miller made a **MOTION** that the Board approve the Parks & Recreation 2007 Scholarship Program with recommended amendments; seconded by Eader. **On roll call vote:** Tremante; Yes, Cantrell; Yes, Eader; Yes, Messinger; Yes, Micacchion; Yes and Miller; Yes. **The motion carried 6-0 and was approved.**

### **Refund Request Appeal**

Collins explained that Mr. Banish is not in attendance. The 2006 Adult Flag Football incurred many delays and rescheduled games due to the weather and field conditions. Other teams finished the season; Mr. Banish pulled his team out and is requesting a refund for the balance of the 2006 Flag Football Season. The Departments refund policy states no refund is given unless the department cancels the season. Collins stood by the refund policy, Mr. Banish contacted the Mayor who stood by the policy. Mr. Banish is appealing to Board for a refund.

Micacchion made a **MOTION** that the Board postpone the Refund Request Appeal until the February 7, 2007 meeting; seconded by Eader. **On roll call vote:** Tremante, Yes, Cantrell, Yes, Eader, Yes, Messinger, Yes, Micacchion, Yes, and Miller, Yes. **The motion carried 6-0 and was approved.**

### **OPRA Conference**

Collins discussed that Tremante and Micacchion will be attending the OPRA Board Development Institute Conference on February 10, 2007. If any additional members would like to attend please notify the Parks & Recreation Office.

### **Parks & Recreation Fee Policy**

Musser explained that the department is recommending increasing the facility and athletic fields fee policies for 2007. The department researched other communities' fee policies and common practice. The department is proposing to create four hour time slots for the park shelters and gazebo rental. The fee increase is based upon direct cost to the facility.

Collins explained that last year City Council adopted policies and formal field lease agreements for the teams which they have determined have a larger public benefit. The City has formal field lease agreements with those Gahanna Partner Youth Sports Teams. There is a set of guidelines, policies, and they have to have a ward, financial accountability, recommend a youth coaches background program. The teams with agreements are supplying materials and putting sweat equity into the fields. Other individual teams and organizations will pay to use the fields. When determining the field cost for individual teams and organizations the department looked at our cost and what the other groups are contributing into the fields in cash and materials.

Miller recommended removing the individual names of organizations and adding Service Organizations under Gahanna Non-Profit Organizations. Collins stated that the department is meeting with the Kiwanis group this month for to discuss the Clubhouse. Currently the Kiwanis use the facility on Monday evenings for three hours free of charge.

The Board decided that the Kiwanis usage at the Clubhouse would be reviewed at the February 2007 meeting.

Eader made a **MOTION** that the Board approve the 2007 Reservation Fee Policies; seconded by Miller. **On roll call vote:** Eader, yes, Messinger, Yes, Micacchion, Yes, Miller, Yes, Tremante, Yes, and Cantrell, Yes. **The motion carried 6-0 and was approved.**

### **Donation Request**

The Board reviewed three donation requests. The organizations making a donation request are as follows:

1. Lincoln Elementary School Fundraising event on March 1, 2007.

2. Columbus Fraternal Order of Police Auxiliary Sgt. Muncy Memorial Scholarship Silent Auction on May 2, 2007.
3. Gahanna Jefferson Public Schools – Foundation Celebration on March 3, 2007.

It was discussed to table the request from Gahanna Jefferson Public Schools for the June 2007 Event until the February 7, 2007 Board meeting.

Micacchion made a **MOTION** that the Board support the recommendation of four Golf passes to Lincoln Elementary School Fundraiser, two Golf passes to Columbus Fraternal Order of Police Auxiliary Silent Auction; four 18 hole Golf and cart passes and a Birthday Party package to Gahanna Jefferson Public Schools Foundation Celebration, with the amendment to table the Gahanna Jefferson Public Schools June 2007 event from the original motion pending further information; seconded by Eader. **On roll call vote:** Messinger, Yes, Micacchion, Yes, Miller, Yes, Tremante, Yes, Cantrell, Yes, and Eader, Yes. **The motion carried 6-0 and was approved.**

### **Fee Waiver**

The Board reviewed four fee waiver requests. The organizations requesting fee waivers are as follows:

1. Twig 178 – Children’s Hospital Auxiliary Fundraiser
  - a. Bunny Breakfast, March 31, 2007
2. Brownie Troop 354 – Friendship Park - Year End Cook-out, May 24, 2007
3. Cub Scout Pack 778
  - a. Clubhouse – Overnight, Jan. 27 – 28, 2007
  - b. Clubhouse – Awards Banquet, Feb. 16, 2007
4. Remnant Church – Friendship Park Shelter,
  - a. Lunch, Worship, Fellowship on 6/17/07, 7/22/07, 8/26/07, 9/23/07

Collins explained that the Twig Charitable Fundraiser Bunny Breakfast is just before the Spring Fling on March 31, 2007. The City promotes the Twig Fundraising event and the Twigs promote the Spring Fling.

Cantrell made a **MOTION** that the Board approve the fee waivers; seconded by Eader. Cantrell withdrew the **MOTION**; seconded by Eader. Motion was withdrawn.

Cantrell made a **MOTION** that the Board approve a fee waiver for the Twig Fundraiser on March 31, 2007; seconded by Eader. **On roll call vote:** Miller, Yes, Tremante, Yes, Cantrell, Yes, Eader, Yes, Messinger, Yes and Micacchion, Yes. **The motion carried 6-0 and was approved.**

Cantrell made a **MOTION** that the Board approve fee waivers to Brownie Troop 354, Cub Scout Pack 778 and Remnant Church; seconded by Eader. **On roll call vote:** Micacchion, No, Miller, No, Tremante, No, Cantrell, No, Eader, No and Messinger, No. **The motion is denied 6-0.**

### **Senior Center Advisory Board By-Laws**

Musser presented the Senior Center By-Laws to the Board for approval. The By-Laws have not been updated since April, 1997. The major change is the addition of 3.5 which addresses the issue of a board member missing three regular meetings, whether excused or not, is removed from office, but may be reappointed at the will of any appointing authority.

Micacchion made a **MOTION** to approve the Senior Center By-Laws as revised January 3, 2007; seconded by Tremante. **On roll call vote:** Tremante, Yes, Cantrell, Yes, Eader, Yes, Messinger, Yes, Micacchion, Yes, and Miller, Yes. **The motion carried 6-0 and was approved.**

### **McCorkle Park Proposal**

Collins discussed that the Airport needs to mitigate a wetland. Williams Creek Engineering Firm approached the City for a site that could be a mitigated wetland. Currently the lower parking lot at McCorkle Park has a drainage problem. The ability to park in the lot is limited. The Department feels that this site would be a great mitigation site. The department already has funding for the drainage problem. Instead of putting in a conservation easement on it the city would put a covenant on the land.

The Department is recommending that the Board recommend to City Council to proceed with this partnership with the Airport to provide a wetland mitigation site at McCorkle and place a covenant at the site to make it a permanent wetland feature. Total mitigation is .34 acres, with the cost of approximately \$20k.

Micacchion made a **MOTION** to recommend that the project with the Airport move forward; seconded by Miller. **On roll call vote:** Miller, Yes, Eader, Yes, Micacchion, Yes, Messinger, Yes, Tremante, abstain. **The motion carried 5-2 and was approved.**

### **Donation Fee Waiver Request Report**

Collins explained the report details the waivers, donations, organizations that were granted in 2006. Once the report is updated breaking down how much each organization received, a copy will be sent to the Board.

### **Correspondence and Actions**

A thank you letter for donations from Gahanna Jefferson Schools was passed around. City Council has invited the Board Members to a Board and Commissions Appreciation Reception on Wednesday, January 31, 2007 at 6 p.m. at the Golf Course Clubhouse.

### **Directors Report**

Collins will get a copy to the Board. The report will include the year end revenue and membership review for the Golf Course and Pool. The Golf Course irrigation system ground work has been completed. The components and computers are scheduled to be completed.

The Parks Crew along with a Boy Scout installed five paver patios as the base for picnic tables, and pavers under benches and around the shelter. The restrooms have been completed and will be operational in the summer.

McCorkle Park playground has been removed in preparation of the new playground, Academy Park playground is scheduled to be removed. Once Friendship Park shelter is completed the installation will begin. Both playgrounds will not be as large as Friendship Park but will offer different play structures.

Winter Day Camp was a success. The Youth Council program continues to grow. The winter Gateway has been distributed. The Partnership agreement is being worked on for the Herb Education Center.

The Operational Budget was approved and appropriated by City Council. The department has some large projects planned for 2007, trail development, playground development, land acquisitions, Creekside project/park.

Tony discussed the Public Meeting for the Animal Free Zones. After some discussion it was recommended the meeting be postponed to March 7, 2007 at 7 p.m. A public notice will be sent to the media and invites to the Youth Sports Leagues, Kathy Culp, and Pooch Playground Leaders.

The Department has received \$310,000 in grant funding so far for 2007. The Department is working on submitting three grant applications by February 1, 2007.

## **COMMITTEES' REPORT**

### **Bikeway Advisory Committee**

Looking to scheduling a meeting in February

### **Community Improvement Corporation (C.I.C.)**

Grants were approved for three organizations

### **Creekside Development Team meeting**

Nothing at this time

### **Natural Resource Advisory Committee**

Looking to scheduling a meeting in February

## **POLL MEMBERS FOR COMMENT:**

Tremante would like to see more media pieces on what the department is doing and future plans. Collins shared that the department has a public information strategy in place. There have been several articles recently, and there will be additional items in the future.

**ADJOURNMENT:**

There being no further business to come before the Parks and Recreation Board at this time, Cantrell made a **MOTION** to adjourn; seconded by Miller. The motion carried, unanimously.

The Parks and Recreation Board meeting adjourned at 9:52 p.m.

Respectfully submitted,

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Pam Crossmock, Administrative Assistant

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2007

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Luke Messinger, Chairwoman